



HM Government of Gibraltar

Marine Mechanic Job & Person Specification

Grade: Marine Mechanic
Department: HM Customs
Responsible to: Marine Fleet Manager/Mechanic - Marine Section

Job Profile:

To carry out skilled work in the maintenance and repair of vessels, marine engines, marine machinery, related equipment and modifications to HM Custom's vessels, Marine Section vehicles. This being mechanical, auto electrical, pneumatic and hydraulic equipment, fitted onboard vessels or within the station workshop environment. To order and maintain stock of spares, carry out a scheduled maintenance of fleet and all ancillary equipment.

The main duties and responsibilities are:

- Perform major and specialised mechanical overhaul and repair work on marine engines, outboard motors, and related marine equipment and systems using schematic charts and technical manuals.
- Maintain a preventive maintenance program for marine engines and related marine equipment.
- Test marine engines and equipment to determine need for repairs or adjustments.
- Fit and install engines (outboards or inboards) to vessels.
- Fit and install all ancillary equipment to vessels such as steering systems, bilge pumps, navigational equipment, etc.
- Use modern techniques and equipment as necessary, including computer based diagnostic equipment.
- To carry out minor repairs to hull structure and collars.
- To maintain a preventive maintenance program for all vessels, vehicles, trailers and ancillary equipment.
- Be able to quickly and effectively diagnose repairs and maintenance needs, and prioritise workload as necessary.
- Be able to identify, assess and pre-plan requirements for work in hand, including stock control, sourcing and ordering of parts and services.
- Participate in the collection, delivery and recovery of vessels and equipment as required.

- Ensure accurate work and time records are maintained, using both paper and computer based systems.
- Ensure that high quality standards are maintained in a timely manner.
- Maintain the workshop and equipment in a safe, clean and tidy order/condition.
- Adhere to all health and safety instructions and take all reasonable care and precautions so as not to endanger himself or others; to report to the Head Marine Mechanic any dangerous situations in the workplace or any shortcomings in health and safety arrangements.
- Be willing to work outside the conditioned hours as and when required.
- Must be able to work with little or no supervision.
- Maintain occupational competence and attend relevant courses, seminars etc, both locally and abroad as and when required.
- Assist in carrying out general maintenance within the section.
- Carry out any other duties appropriate to the post as required.
- Operate hand and power tools associated with marine engine and equipment repair.
- Assist in fabrication of equipment.
- Write specifications for, and recommend purchase of marine equipment.
- To ensure that any uniform provided is worn neatly at all times and is maintained clean and tidy.
- To undertake the above and any other duty commensurate with the post which may reasonably be required by the Collector of Customs or his/her representative.

PERSON SPECIFICATION – MARINE MECHANIC, HM CUSTOMS

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications:	A recognised Indentured Apprenticeship and an aggregate of five years' experience in the relevant field, or An NVQ Level 3 or above in the relevant field.	
Experience & Knowledge:	At least 3 years' experience in a Marine environment working with inboard and outboard engines (petrol and diesel). Possess general engineering ability of a high standard. Experience of working effectively under pressure where tasks are time critical. Knowledge of hydraulic systems. Knowledge of vessel electrics, fault finding and rectification. Good awareness of Health & Safety at Work issues.	Experience on computerised diagnostic equipment. Mixed fleet experience in light and heavy vehicles. Experience in plant engineering and heavy lifting equipment. Experience of working as part of an integrated team.
Key Skills & Behaviours:	Have strong communication skills, both verbal and written in both English and Spanish. Have good analytical skills. Clear, accurate and concise report writing. Ability to work under pressure and work to very high and demanding standards. Ability to work equally well within a team or individually when required. Have good organisational skills. Be professional and have a respectful manner at all times. Able to follow clearly defined work procedures and instructions. Be discreet when dealing with confidential information.	Ability to carry out repairs to fibreglass and collars. Ability to weld and carry out minor repairs. Experience in ordering and maintaining spare parts.

Key Skills & Behaviours (con'd):	Able to maintain a confident, controlled and focused attitude when dealing with emergency calls or tasks. Possess logical thought of action. Able to work methodically, accurately and with attention to detail.	
Other Requirements:	Be in possession of a valid 'B' driving licence. May be required to undergo specialised courses/training locally and/or abroad. Able to work on occasions beyond normal working hours as required or dependent on urgency of task to be completed. Willingness to learn and undertake further training as required. Physical strength to move heavy objects and perform manual labour for considerable periods of time.	Be in possession of a boat handling qualification or be prepared to attain such qualification within a year. First Aid qualification. Be in possession of a crane operator's licence or be prepared to attain such licence within a year. Be in possession of a forklift licence or be prepared to attain such licence within a year. Be in possession of a valid 'C1' licence or be prepared to attain such licence within a year.